



VILLAGE OF SILVERTON

COMMITTEE OF THE WHOLE

COUNCIL AGENDA

SILVERTON COUNCIL

MEMORIAL HALL & ONLINE

July 27, 2022

7:00 P.M.

A. CALL TO ORDER

B. THE VILLAGE OF SILVERTON ACKNOWLEDGES THE INDIGENOUS PEOPLES ON WHOSE TRADITIONAL TERRITORIES WE STAND

C. ADDITION OF LATE ITEMS IF ANY

D. DELEGATION

E. DISCUSSION

1. Alpha Lane, between 2nd and 3rd Street, Proposed Paving Project
2. Lakeside Campground Re-Development Discussion
3. Bylaw No. 241, 2019 and Bylaw No. 535, 2022 Civic Addressing Bylaws
4. Village Office Renovation
5. Bear Bins

F. ADJOURNMENT

Administrative Report: Darrell Garceau, Acting CAO

Village of Silverton Council

Committee of the Whole Meeting of Silverton Village Council July 27, 2022

Agenda Topic: Alpha Lane Reconstruction and Resurfacing

Executive Summary

The purpose of this report is to present, for discussion, the proposed capital roadway project of reconstructing and resurfacing Alpha Lane between 2nd Street and 3rd Street.

Background

The reconstruction and resurfacing of Alpha Lane has been discussed a number of times in the past and has been identified as a priority roadway to be repaired in our Transportation Network Asset Management Plan.

Discussion

In addition to the roadway improvements, positive drainage of storm water will be established within the profile of the roadway.

The collection and distribution of storm water has been a serious issue at this location for a number of years. In times of moderate to extreme weather events at this location, the effect of storm water buildup and overflow causes problems off-site of this location.

We have obtained a cost estimate to complete the reconstruction and resurfacing of Alpha Lane valued at \$83,000. Staff is recommending that Village Council endorse staff's recommendation and proceed with the capital works project of reconstructing and resurfacing Alpha Lane. The project would be fully funded by the Community Works Fund.

Darrell Garceau, Acting CAO

Administrative Report: Darrell Garceau, Acting CAO

Village of Silverton Council

Committee of the Whole Meeting of Silverton Village Council July 27, 2022

Agenda Topic: Lakeside Campground Redevelopment

Executive Summary

The purpose of this report is to present, for discussion, the initial elements within the Final Concept Plan for Lakeside Campground, to be undertaken in 2022.

Background

Silverton Village Council has undertaken an extensive review and discussion around the redevelopment of Lakeside Campground.

Discussion

The purpose of the discussion is to finalize discussions around elements of the Plan that can be completed in 2022. In addition, to give consideration to a work that will be undertaken in 2023.

Darrell Garceau, Acting CAO

Village of Silverton - Lakeside Campground - FINAL CONCEPT OPTION - PROJECTED PHASING

Ref.#	Item	Estimated Amount	Schedule phase (2021 [A], next 3 years [B], next 5 years [C])
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1	HARD LANDSCAPE CONSTRUCTION	\$ 295,462.00	
1A	SITE PREPARATION	\$ 13,400.00	
1A.1.	Mobilization/Demobilization	\$ 7,500.00	A
1A.2.	Demolition	\$ 2,000.00	A
1A.3.	Protection	\$ 3,900.00	A
1B	EARTHWORKS	\$ 29,494.00	
1B.1.	Excavation	\$ 13,000.00	A
1B.2	Rough Grading	\$ 10,160.00	A
1B.3.	Fine Grading	\$ 6,334.00	A
1C	CAMPGROUND IMPROVEMENTS	\$ 108,518.00	
1C.1.	Driveway surface	\$ 3,885.00	B
1C.2.	Boat launch Parking surface	\$ 2,016.00	B
1C.2.	Repositioned Boat Wash Area surface	\$ 336.00	B
1C.3.	Campsite vehicular surface	\$ 7,056.00	B
1C.4.	Erosion protection measures at Lakefront campsites	\$ 28,000.00	B
1C.5.	Power Hook-ups	\$ 11,245.00	A
1C.6.	Water Hook-ups	\$ 10,980.00	A
1C.7.	Upgrades to boat launch	\$ 45,000.00	C
1D	CAMPSITE FEATURES	\$ 144,050.00	
1D.1.	Campsite Items	\$ 25,650.00	A
1D.2.	Signage	\$ 13,400.00	A
1D.3.	Split Rail Fencing	\$ 42,500.00	A
1D.4.	Boulders, Barriers & Logs	\$ 5,500.00	A
1D.5.	Lakefront campground elevated decks	\$ 30,000.00	B
1D.6.	oTENTik building for site attendant	\$ 20,000.00	B
1D.7.	Bear bins	\$ 7,000.00	A

Village of Silverton - Lakeside Campground - FINAL CONCEPT OPTION - PROJECTED PHASING

Ref.#	Item	Estimated Amount	Schedule phase (2021 [A], next 3 years [B], next 5 years [C])
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2	SOFT LANDSCAPE CONSTRUCTION	\$ 104,295.00	
2.1.	Existing Trees, selective removal & making safe	\$ 10,000.00	A
2.2.	Coniferous Trees	\$ 32,500.00	A
2.3.	Shrubs	\$ 33,750.00	B
2.4.	Ground cover	\$ 6,750.00	B
2.5.	Seeding	\$ 1,000.00	A
2.6.	Growing medium	\$ 13,530.00	A
2.7.	Mulch	\$ 6,765.00	A

3	SOFT COSTS (CONSULTANT SERVICES)	\$ 82,500.00	
3.1.	Electrical Engineer	\$ 15,000.00	A
3.2.	Plumbing Engineer	\$ 12,500.00	A
3.3.	Landscape Architect	\$ 25,000.00	A
3.4.	Permitting fees	\$ 15,000.00	A
3.5.	Civil Engineer	\$ 15,000.00	A
3.6.	Topographic Survey	\$ 7,500.00	A

4	OPERATIONAL COSTS (ANNUAL)	\$ 31,510.00	
4.1.	Administration	\$ 2,500.00	A
4.2.	Weeding, Pruning, Plant Replacement	\$ 2,010.00	A
4.3.	Campground Attendant	\$ 25,000.00	A
4.5.	Honey Wagon Service	\$ 2,000.00	A

CAMPSITE MIX

- 1 - RV & FIFTH WHEEL CAMPSITE
- 2 - RV & FIFTH WHEEL CAMPSITE
- 3 - RV & FIFTH WHEEL CAMPSITE
- 4 - RV & FIFTH WHEEL CAMPSITE
- 5 - RV CAMPSITE
- 6 - RV CAMPSITE
- 7 - RV CAMPSITE
- 8 - DRIVE-IN CAR TENT ONLY CAMPSITE
- 9 - DRIVE-IN CAR TENT ONLY CAMPSITE
- 10 - DRIVE-IN CAR TENT ONLY CAMPSITE
- 11 - DRIVE-IN CAR TENT ONLY CAMPSITE
- 12 - DRIVE-IN CAR TENT ONLY CAMPSITE
- 13 - DRIVE-IN CAR TENT ONLY CAMPSITE
- 14 - DRIVE-IN CAR TENT ONLY CAMPSITE
- 15 - DRIVE-IN CAR TENT ONLY CAMPSITE
- 16 - DRIVE-IN CAR TENT ONLY CAMPSITE
- 17 - DRIVE-IN CAR TENT ONLY CAMPSITE
- 18 - DRIVE-IN CAR TENT ONLY CAMPSITE
- 19 - DRIVE-IN CAR TENT ONLY CAMPSITE
- 20 - CAMPSITE WITH OTENTIX PERMANENT STRUCTURE, DEDICATED FOR CAMPSITE ATTENDANT

TOTAL

- 7 RV CAMPSITES
- 12 TENT CAMPSITES
- 1 PERMANENT STRUCTURE
- 20 TOTAL CAMPSITES

ALL RV & PERMANENT STRUCTURE CAMPSITES WILL BE SERVICED BY A WATER AND POWER HOOK-UP



LEGEND FINAL OPTION

- DIRECTION OF VEHICLE TRAVEL
- PICNIC TABLE
- FIRE RING
- BEAR BINS
- TENT SITE
- DECK & RIP-RAP/BOULDER PLACEMENT
- SPLIT RAIL FENCING
- NEW TREE
- SHRUB & UNDERSTOREY PLANTING
- CAMPSITE GRAVEL SURFACE
- GRAVEL SURFACE FOR MAIN CIRCULATION
- 35ft RV
- 30ft FIFTH WHEEL WITH TRUCK
- LARGE SUV
- TRUCK (DODGE RAM 3500)
- CAMPSITE SIGN POST LOCATION
- NEW POWER HOOK-UP
- NEW WATER HOOK-UP
- NEW POWER LINE WITH INSPECTION BOX
- NEW WATER LINE WITH VALVE BOX
- POTENTIAL SHARED WATER WORKS EXCAVATION CORRIDOR



THE CORPORATION OF THE VILLAGE OF SILVERTON

BYLAW NO. 535, 2022

A BYLAW TO REGULATE STREET NAMING AND CIVIC ADDRESSING IN THE VILLAGE OF SILVERTON

WHEREAS pursuant to the Community Charter a council may, by bylaw, assign a name or number to a highway;

WHEREAS pursuant to the Community Charter a council may, by bylaw, assign numbers to buildings and other structures;

WHEREAS pursuant to the Community Charter a council may, by bylaw, require owners or occupiers of real property to place assigned numbers in a conspicuous place on or near the property;

NOW THEREFOR the Council of the Village of Silverton, in open meeting assembled, enacts as follows:

PART 1 – Interpretation

1. Citation

1.1 This bylaw may be cited as “Street Name and Civic Address Bylaw No. 535, 2022.”

2. Purpose

2.1 The objective of this bylaw is to permit emergency service providers and others to locate addresses and avoid difficulties and delays in access.

3. Jurisdiction

3.1 This bylaw is applicable to the geographic service area found in Schedule A.

4. Definitions

In this bylaw the following definitions have the following meanings:

4.1 “**address**” means the number assigned to a parcel of land and/or each separate building, unit or dwelling on a property, including strata property within the **Municipality**;

4.2 “**affected business owner**” include a business owner whose **address** will change as a result of a **civic address** change:

4.3 “**affected property owner**” includes a property owner whose address will change as a result of a **civic address** change;

- 4.4 “**building**” includes a structure used for residential, commercial, industrial or institutional use;
- 4.5 “**civic address**” means an address consisting of a civic number and a highway name;
- 4.6 “**bylaw enforcement officer**” includes any person employed by the **Municipality** for the purpose of enforcing municipal bylaws;
- 4.7 “**civic number**” means a number assigned by the **Municipality** for the purpose of numbering a **building** and/or properties;
- 4.8 “**Council**” means the council of the **Municipality**;
- 4.9 “**Administration**” means the Chief Administrative Officer of the **Municipality**;
- 4.10 “**developer**” includes the **owner** of the land proposed for subdivision or development;
- 4.11 “**directional signage**” includes **civic numbers** and **unit numbers**;
- 4.12 “**highway**” includes a street, road, lane, bridge and any other way open to public use, other than a private right of way on private property;
- 4.13 “**Municipality**” means the Village of Silverton;
- 4.14 “**owner**” means the registered owner in the records of the Land Titles Office and includes strata property;
- 4.15 “**unit number**” means a qualifying description used to distinguish a group of buildings or dwellings with the same **civic number**.

PART 2 – HIGHWAY NAMING

5. General Regulations

- 5.1 A person must name all highways that serve a minimum of three (3) **buildings**.
- 5.2 A person must not repeat one (1) **highway** name with multiple suffixes.
- 5.3 A person must not use a **highway** name that has an adverse connotation.
- 5.4 A person must use a **highway** name that:
 - 5.4.1 references local pioneers, is significant to the **Municipality’s** history or the regions Indigenous peoples.

6. Subdivision Proposals

- 6.1 The **developer** must pay for the design, fabrication and installation of a **highway** name sign.

7. Highway Renaming

- 7.1 A person may request a **highway** name change by application in a form acceptable to the **Municipality** and in accordance with the **Municipality’s** policies and procedures.
- 7.2 A person requesting a **highway** change must pay the applicable fee found in Schedule B.
- 7.3 A person requesting a **highway** name change must bear the cost of reimbursement for one (1) year of change address service with Canada Post for an **affected business owner** or an **affected property owner**.

PART 3 – CIVIC ADDRESSING

8. Civic Addressing Changes

- 8.1 A person may request a **civic address** change by application in a form acceptable to the **Municipality** and in accordance with the **Municipality's** policies and procedures.
- 8.2 A person requesting a **civic address** change must pay the applicable fee found in Schedule B.

9. Attaching Civic Numbers

- 9.1 An **owner** or **developer** must supply and attach the assigned **civic number**:
 - 9.1.1 to a conspicuous place on the **building**, or;
 - 9.1.2 display it elsewhere on the property where it can be seen from the driveway entrance.
- 9.2 An **owner** or **developer** must ensure the assigned **civic number** is securely attached to the **building** or property and is visible from the **highway**.
- 9.3 An **owner** or **developer** of a large commercial or multi-family development must supply and attach directional signage where it can be easily seen from the **highway**.
- 9.4 An **owner** or **developer** must attach the assigned **civic number** to the **building** within ninety (90) days of receiving notice from the **Municipality**.
- 9.5 An **owner** or **developer** must not display a **civic number** other than the **civic number** assigned by the **Municipality**.
- 9.6 An **owner** or **developer** must not change a **civic number** without permission from the **Municipality**.

PART 4 – ENFORCEMENT, PENALTIES AND REMEDIES

10. Delegation

- 10.1 The **Administration** may coordinate all:
 - 10.1.1 subdivision proposals,
 - 10.1.2 requests to change a **highway** name,
 - 10.1.3 requests to change a **civic address**, and
 - 10.1.4 mappingpursuant to the **Municipality's** policies and procedures.
- 10.2 **Council** may approve a request to change a **highway** name.

11. Enforcement

- 11.1 A **bylaw enforcement officer** may enforce this bylaw.
- 11.2 A **bylaw enforcement officer** may enter onto any property in accordance with the Community Charter to inspect and determine if this bylaw is being contravened.

12. Offence

- 12.1 A person commits an offence if that person:
 - 12.1.1 contravenes a provision of this bylaw,
 - 12.1.2 consents to, allows or permits an act or thing to be done in contravention to this bylaw, or

13. Penalties

- 13.1 A person found guilty of an offence under this bylaw is liable:
 - 13.1.1 if proceedings are brought under the Offence Act to pay the maximum fine and other penalties, compensation and costs authorized by that Act.
 - 13.1.2 Fines and penalties imposed under this Section are in addition to and not in substitution for any cost recovery, remedial action or other consequence of default or contravention provided for under this bylaw, and do not limit the right of the **Municipality** to bring civil proceedings or pursue any other remedy available by law.

14. Remedial Action and Cost Recovery

- 14.1 If a provision of this bylaw requires a person to do something and that person has not completed the action in the time specified.
 - 14.1.1 a **bylaw enforcement officer** may fulfill the requirement at the expense of that person,
 - 14.1.2 a **bylaw enforcement officer** may enter onto that person's property to fulfill the requirement, and
 - 14.1.3 the **Municipality** may recover the costs incurred for fulfilling the requirement from that person as a debt.

PART 5 – GENERAL

15. Schedules

- 15.1 The following Schedules are attached to and form part of this bylaw:
 - Schedule A – Geographic Service Area; and
 - Schedule B – Fees.

16. Severability

16.1 If any section, sub-section, sentence, clause or phrase of this bylaw is for any reason found to be invalid by a decision of a court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this bylaw.

17. Repeal and Amendment

17.1 The Village of Silverton Street and Address Identification Bylaw No. 241, 1987 is hereby repealed.

READ A FIRST TIME this day of , 2022

READ A SECOND TIME this day of , 2022

READ A THIRD TIME this day of , 2022

ADOPTED this day of , 2022

Mayor

Corporate Officer

SCHEDULE B

Fees

Bylaw Section	Description	Fee
Section 7.2	Highway name change application fee	\$50.00
Section 8.2	Civic address change application fee	\$50.00

BYLAW No. 241

A Bylaw to provide for the Naming and Numbering of Streets and Numbering of Housing in the Village of Silverton.

WHEREAS Section 578 & 579 of the Municipal Act provides for the naming of streets and numbering of houses and lots within the Municipality;

WHEREAS it has become necessary to provide names for newly created streets and some lanes within the Municipality;

AND WHEREAS it is deemed desirable that all houses and lots within the Village of Silverton be assigned numbers;

THEREFORE the Municipal Council of the Corporation of the Village of Silverton in open meeting, enacts as follows:

1. A system of street names and of house numbers is hereby adopted for the Village of Silverton, The said system shall be shown on the plan attached hereto and forming part of this bylaw; which plan shall be known as Schedule "A".
2. Numbers or names are hereby assigned to streets, buildings and structures as indicated on the aforementioned plan known as Schedule "A" attached to and forming part of this bylaw.
3. Numbers assigned to buildings and structures shall be so placed as to be easily read from the highway upon which such building or structure is deemed to front as indicated by the numbers assigned on the aforementioned plan known as Schedule "A" attached to and forming part of the bylaw.
4. Numbers assigned to buildings and structures may, except as provided in Section 3 hereof, be placed on any part of a building or structure, but no number shall be placed at a lesser height than one (1) meter, or a greater height than four (4) meters from the immediate ground upon which the building or structure is constructed.
5. The series of digits in each number assigned to a building or structure shall be of uniform size, and no digit shall be less than six (6) centimeters or greater than thirteen (13) centimeters in height, and no digit shall be less than half or more than twice the height of such digit in width. Digits may be constructed from any metal, plastic or other impervious substance, or may be painted provided

such painting is applied in a professional and workmanlike manner.

6. Every person who offends against any of the provisions of this bylaw or neglects to do or refrains from doing anything to be done by the bylaw shall be deemed to have committed an offence under this bylaw and shall be liable on conviction to a fine or penalty of not less than \$25.00 and not more than \$500.00.
7. This bylaw may be cited as the "Village of Silverton Street and Address Identification Bylaw No. 241, 1987.

READ A FIRST TIME THIS 22nd DAY OF APRIL 1987

READ A SECOND TIME THIS 22nd DAY OF APRIL 1987

READ A THIRD TIME THIS 22nd DAY OF APRIL 1987

RECONSIDERED AND FINALLY ADOPTED THIS 5th DAY OF MAY

1987.



Clerk-Administrator


Mayor

Certified a true copy of
"Village of Silverton Street
and Identification Bylaw
No. 241 1987.

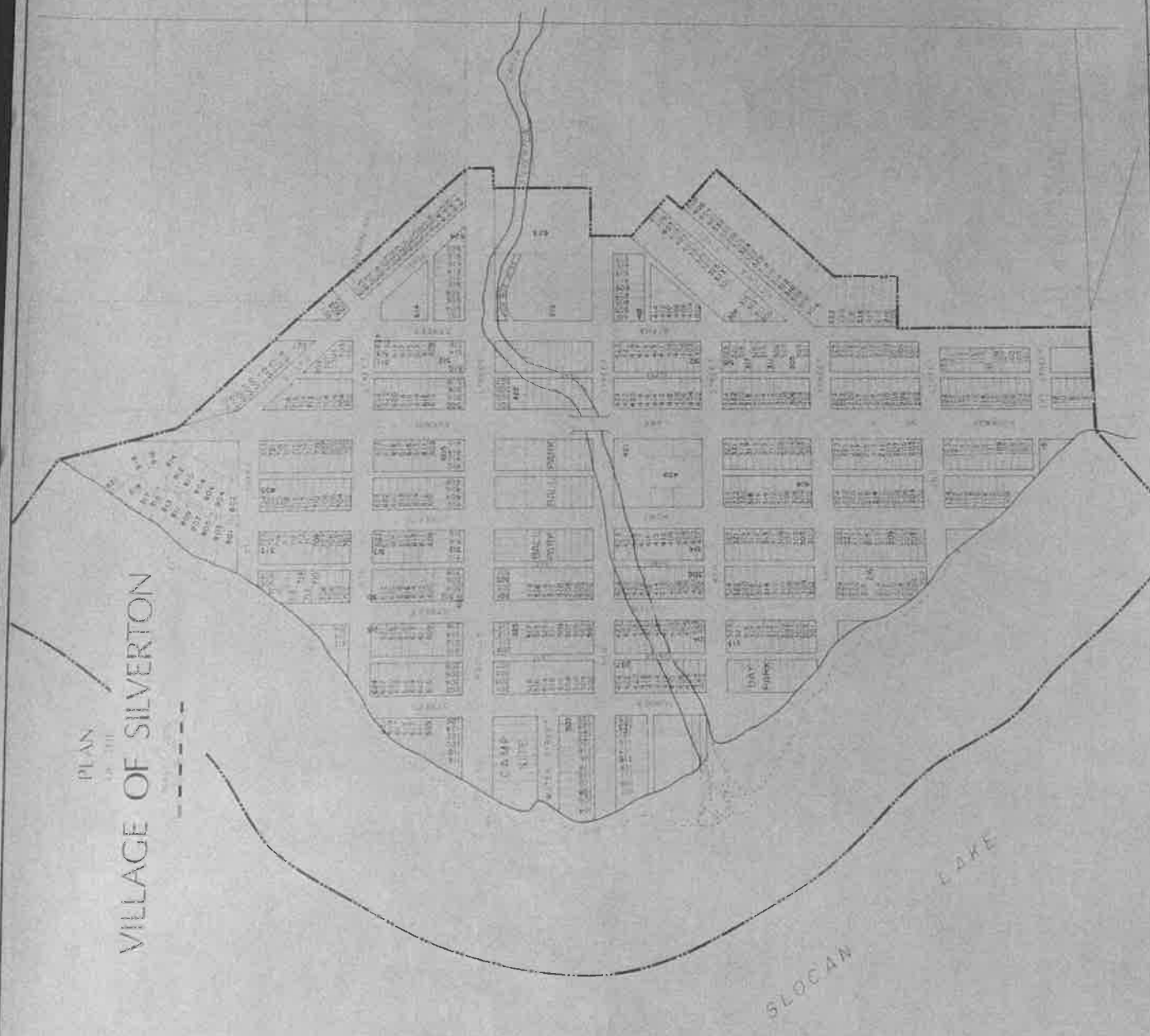

Clerk-Administrator

A true copy of By-Law No. 241
-registered in the office of the Inspector
of Municipalities this 15 day of
JUNE 1987.


Deputy Inspector of Municipalities

Schedule
A
Bylaw No
241

PLAN
OF THE
VILLAGE OF SILVERTON



SLOAN
LAKE

HOUSE NUMBERS - ASSIGNED
HOUSE NUMBERS - UNASSIGNED

SILVERTON

LAND DISTRICT - JALSON
ELECTORAL AREA

COMPILED FROM
MUNICIPALITY ARCHIVE
RESE MAPS

PLANNED DEVELOPMENT
MUNICIPAL DISTRICT OF SILVERTON
MAYOR: ...
COUNCIL: ...

Administrative Report: Darrell Garceau, Acting CAO

Village of Silverton Council

Committee of the Whole Meeting of Silverton Village Council July 27, 2022

Agenda Topic: Village Office Renovation

Executive Summary

The purpose of this report is to present, for discussion, the proposed renovation of the Village Office.

Background

Silverton Village Council has made provision in the 2022 Capital Budget to undertake renovations to the Village Office.

Discussion

The purpose of this agenda item placed on the agenda for discussion, is to re-visit a prior discussion regarding maintaining the existing facility or give consideration to a new facility.

Darrell Garceau, Acting CAO

Administrative Report: Darrell Garceau, Acting CAO

Village of Silverton Council

Committee of the Whole Meeting of Silverton Village Council July 27, 2022

Agenda Topic: Bear Bins

Executive Summary

The purpose of this report is to present, for discussion, the issue of Bear Bins in the municipality.

Background

The Village of Silverton has been successful in identifying, assessing risk and implementation of various Bear Aware initiatives in the community. This is an on-going, evolving topic that is top of mind for Village staff.

Discussion

The purpose is to discuss Bear Bins in the community, are they successful, what has our experience been, and is there something that we have not considered.

Darrell Garceau, Acting CAO